

**CITY OF MANCHESTER**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**JUNE 22, 2015**

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
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Jason Truesdell, Chairman (2018)  
James Labit, Secretary (2016)  
Joni Korte (2016)  
Tom Brown (2017)  
Jack Fluchel (2019)  
Mark Smith (2018)  
Dave Willson, Mayor

Mike Clement, Alderman, Ex-Officio member  
Melissa Barklage, Recording Secretary

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
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CASE #15-SUP-011 – A request for a Special Use Permit has been made Kathy Liebman of ReSource Therapies, LLC to operate a therapy business which includes the use of massage therapy at 128 Enchanted Parkway, Suite 202. The property is zoned C-1 Commercial District.

- **Kathy Liebman**  
80 Jefflyn Dr.  
Valley Park, MO 63088  
314-808-8008  
ReSource Therapies, LLC

CASE #15-SUP-012 – A request for a Special Use Permit has been made by Hutkin Development on behalf of ATA Martial Arts to operate a karate and martial arts center at 14369-14371 Manchester Road. The property is zoned C-1 Commercial District.

- **Gene Holtzman**  
15829 Olive  
Creve Goeur, MO  
872-9140  
Hutkin Development Co
- **Les and Jenni Edwards**  
14441 Manchester Rd  
Manchester, MO 63011  
636-527-0062  
ATA Martial Arts

**1. CALL TO ORDER**

Chairman Truesdell called the Planning and Zoning meeting of June 22, 2015 to order at 7:02 p.m.

**2. ROLL CALL**

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present		
Mayor David Willson	Excused	Melissa Barklage, Recording Secy	Present

**3. APPROVAL OF MINUTES**

Commissioner Brown made the motion to approve the minutes of June 8, 2015. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

**4. APPROVAL OF AGENDA**

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Brown made the motion to approve the agenda as presented. Commissioner Labit seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

**5. OLD BUSINESS**

**A. No Old Business**

**6. NEW BUSINESS**

- A. CASE #15-SUP-011** – A request for a Special Use Permit has been made by Kathy Liebman of ReSource Therapies, LLC to operate a therapy business which includes the use of massage therapy at 128 Enchanted Parkway, Suite 202. The property is zoned C-1 Commercial District.

Speaking for the case is Kathy Liebman. Ms. Liebman described her history as a massage therapist and business owner. Her five-year lease for her office in Valley Park is up and she is looking for a new place to practice.

Recording Secretary Barklage reported that the Special Use Permit being requested is a requirement in the C-1 Commercial District for any business conducting massage therapy. The department would recommend a stipulation be added to the Special Use Permit such that all practitioners are to be licensed by the State of Missouri. The property is approximately three hundred seventy four (374) square feet and is currently a two (2) room office space. There are no plans to change the interior. Staff takes no issue with the approval of the Special Use Permit.

Chairman Truesdell asked if there had been a massage business approved in the area in the past six (6) months. Recording Secretary Barklage recounted various situations in which local businesses had been practicing massage therapy and had to be brought into compliance. There was recently a business owner who applied for a Special Use Permit in the same building but decided not to lease the space.

Commissioner Korte asked about the specific hours of operation. Ms. Liebman said she plans on working flexible hours to accommodate the various needs of her clients and is generally out of the office by 6 pm. There are no plans to remodel other than the addition of some insulation in the walls for soundproofing.

Commissioner Brown asked if Ms. Liebman will be working by herself and if she already has clientele. Ms. Liebman responded yes to both questions.

Commissioner Labit had no questions and welcomed Ms. Liebman back to Manchester.

Ms. Liebman said she hopes to open August 1<sup>st</sup>. A therapist license is valid for two (2) years. Ms. Liebman has both a practitioner's license and a business license.

Chairman Truesdell made the motion to make a favorable recommendation to the Board of Alderman on CASE #15-SUP-011 with the condition that all current and future massage therapists employed at the business be licensed by the State of Missouri. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

- B. CASE #15-SUP-012** – A request for a Special Use Permit has been made by Hutkin Development on behalf of ATA Martial Arts to operate a karate and martial arts center at 14369-14371 Manchester Road. The property is zoned C-1 Commercial District.

Speaking for the case is Gene Holtzman. Mr. Holtzman is with Hutkin Development Company which is the managing agent of Boardwalk Plaza. The owners of ATA Martial Arts were also present to address questions specific to their business and operations. Mr. Holtzman reported that ATA has been operating in Manchester since 2012 and now plans on relocating to Boardwalk Plaza. Boardwalk Plaza is about 37,000 square feet of retail strip center property with primarily local small business tenants. Boardwalk Plaza believes ATA will be a good fit for the center.

Recording Secretary Barklage reported that ATA Martial Arts has been located at 14441 Manchester Road since 2011. The relocation to Boardwalk Plaza requires a reapplication for a Special Use Permit as opposed to a transfer. Staff would recommend a favorable recommendation of the Special Use Permit.

Commissioner Brown asked about the growth of the business. Mr. Edwards said the business now has one hundred eighty (180) to two hundred (200) students and that their lease is coming due. They want to move to the new location for the draw of nearby businesses. The new location has about the same amount of space, but it is set up better.

Commissioner Smith asked about the current operating hours. The operating hours will remain the same in the new location.

Alderman Clement had no questions and was pleased that ATA Martial Arts has done well and is staying in Manchester.

Commissioner Labit had no questions and was also pleased that ATA Martial Arts will be staying in Manchester.

Chairman Truesdell asked when the current lease will be up. The current lease is up later this year. Mr. Edwards said they would like to move over in August. He believes there are a couple of applicants ready for when ATA Martial Arts moves out.

Commissioner Labit made the motion to make a favorable recommendation to the Board of Alderman on CASE #15-SUP-012. Commissioner Fluchel seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

## 7. PLANNING AND ZONING DIRECTOR'S REPORT

Recording Secretary Barklage reported that there was a third case for a Site Plan Approval that had to be removed from this agenda at the last minute because the site plan had some problems. A survey will be done soon to make sure the numbers on the plan are correct. This case should be coming up soon. Culver's is slowly moving along and they should be bringing their construction plans in this week. The next meeting will be July 13.

## 8. EX-OFFICIO'S REPORT

Alderman Clement reported that there are a few grants that have been applied for, for the arts and for police cars. There were several candidates identified for the Planning and Zoning Director. The first applicant decided not to come and the second application is still out.

**9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION**

Commissioner Fluchel asked about the trailer by the Fruit Stand, which resembles a Food Truck. Alderman Clement believes the trailer is used to bring produce from farms and has never seen produce being sold from it.

**10. ADJOURNMENT**

Commissioner Labit made the motion to adjourn the Planning and Zoning Commission meeting of June 22, 2015, at 7:25 p.m. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

Respectfully submitted by:  
Melissa Barklage, Recording Secretary

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